

**Draft -Minutes of The Inaugural Meeting of the Governing Body of Selsdon
Primary School**

Held on Friday 2nd January 2026 at 10.45am

Present:

Hugo Feitor	Headteacher
Mike Swadling	Partnership Governor (Chair of Governors)
Graham Cluer	Co-opted Governor (Joint Vice Chair of Governors)
Tanya Dennis	Co-opted Governor (Joint Vice Chair of Governors)
Ayesha Marrett	Co-opted Governor
Alan Tigg	Co-opted Governor

In Attendance:

Jess White	Member of Staff, Observer
Robert Askey	Headteacher Heavers Farm, Observer
Mel Brown	Clerk to the Governing Body for Heavers Farm, Observer
Liz Parry	Clerk to the Governing Body for Selsdon

Absent:

Katie Walton	Partnership Governor
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The meeting was opened at 10.45am. The purpose of the meeting was to elect a Governing Body for Selsdon Primary School following the dissolution of the Federation of Heavers Farm Primary School and Selsdon Primary school on 31st December 2025. The other key priorities of the meeting were to appoint a Chair and Vice Chair, and to adopt Standing Orders for the Governing Body.

1. Appointment of the Governing Body

Hugo Feitor, Headteacher and ex officio Governor, explained that the proposed Instrument of Governance had been formally signed by Croydon, and the structure was as follows:

- 1 Headteacher
- 2 Parent Governors
- 1 Staff Governor
- 4 Co-opted Governors
- 2 Partnership Governors
- 1 LA Appointed Governor

Hugo explained that he had sought Parent Governor Nominations at the end of last term and to date had one candidate who has expressed interest. A Staff Governor

Election will be carried out in the first two weeks of term. Appointments of both parent and staff governors will be confirmed at the next meeting of the Governing Body on **28th January 2026**.

Hugo then nominated governors to the remaining positions as follows:

Graham Clue	Co-opted Governor
Tanya Dennis	Co-opted Governor
Ayesha Marrett	Co-opted Governor
Alan Tigg	Co-opted Governor
Mike Swadling	Partnership Governor
Katie Walton	Partnership Governor
Vacancy	LA Governor

These appointments were formally accepted by all those nominated.

2. Appointment of Chair of the Governing Body

Hugo nominated Mike Swadling as Chair of the Governing Body. This was formally seconded. There were no further nominations and Mike confirmed that he was willing to stand. The Governing Body then formally appointed Mike as Chair of Governors with unanimous agreement and thanks for taking on the role.

3. Appointment of Vice Chair of the Governing Body

Mike nominated Graham Cluer and Tanya Dennis as joint Vice Chairs of the Governing Body. These nominations were formally seconded and there were no further nominations. The Governing Body then formally appointed Graham and Tanya as Vice Chairs with unanimous agreement and thanks for taking on the role.

4. Adoption of Standing Orders

The Governing Body formally adopted Standing Orders for the Governing Body which were the same as those for the Federation with amendments to clarify that the Orders now referred to the Selsdon Primary School Governing Body.

5. Date of Next Meeting: Wednesday 28th January 2026.

Agenda to include: 1) Agreement on structure of working for the current academic year (i.e. retention of a committee structure or covering all work within full Governing Body meetings). 2) Adoption of policies which were previously joint Federation policies.